

OTR VAULT COPY NO. 334

COURSE: EIC(I)

PROJECT II

TITLE: Interviewing Problem

OBJECTIVE:

To acquaint students with the methods and techniques of conducting an interview and to give practice in preparing an OO/B report.

PROBLEM:

An interview is conducted by one staff member interviewing another staff member, the latter playing the role of the source. The student observes this interview and later writes an OO/B report describing the source and setting forth the information obtained.

MATERIALS

USED:

Examples of [REDACTED] memoranda and report forms.

25X1A8a

TIME

ALLOTTED:

40 minutes for interview; 3 hours for preparation of report.

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